

16 June 1980

MEMORANDUM FOR: Chief, Logistics Services Division
FROM : Executive Secretary
SUBJECT : Executive Dining Room Account

STATINTL
1. The DCI's Presidential Briefing/NSC Coordination Staff has recently undergone some personnel changes. Two members of the staff, [redacted] have left and their EDR accounts may be terminated.

STATINTL
2. Two new individuals have just been assigned to the staff: [redacted] It is therefore requested that an account number be assigned them so that they may eat lunch in their office during such times that they are unable to leave due to the press of business in support of the DCI/DDCI.

STATIN

cc: PB/NSC

*Case for above
rec'd on 6/18/80.*

20 June 1980

STATINTL

MEMORANDUM FOR:

OP/SPD/MPB

1. At a recent meeting Commander Floto mentioned that there had been a change in the procedures regarding Exchange privileges. He said that we are now authorized the equivalent of one visit per drill. I asked him what was needed in order to take advantage of this, and he said that you are the one who provides the form letter which is required. Would you please send me one of these.
2. There are a few other items that I had spoken with you about which you have not yet gotten back to me on. Would you please tell me where we stand on the following:
 - a. Response to my memo to you of 28 April. This had to do with my desire to become familiar with the applicable instructions regarding Reserve duty.
 - b. I still have not received any credit card copies for my Reserve drills in December 1979. You were going to check on this and advise.
3. I would appreciate hearing from you with regard to the above matters as soon as possible.

STATINTL